



## YEAR 7 APPEALS PROCESS

If you have not been offered a place at Leigh Academy Blackheath, the law entitles you to appeal against that decision to an Independent Appeal Panel. This panel is completely independent of the school and the Admission Authority.

To make an appeal you will need to complete an **Appeal Form** which can be downloaded directly from our website or can be posted to you by request. Please contact us on: **020 8850 7678** to register for a form, clearly stating that the appeal is for a place at **Leigh Academy Blackheath**.

Along with the appeal form you should include any evidence or supporting material you wish to be considered and give all the grounds that your appeal is based on. It is essential that this is done at the time of the appeal submission. Your appeal form **will not** be accepted unless the grounds for your appeal are clearly stated. You may appeal for more than one school.

The timeline for the appeals process is as follows:

Admission Dates	
<b>8th March 2018</b>	Deadline for accepting or declining the offer of a 2018 Year 7 place made on 1st March 2018.

Appeals Timetable	
29 March 2018, 9am	Submission deadline for appeals against a decision not to offer a 2018 Year 7 place at Leigh Academy Blackheath.
5 June 2018, 5pm - 7pm	<b>Stage 1 appeal hearing for 2018 Year 7 entry.</b> The venue for the Stage 1 appeal hearing will be The Crown Building, Stationers' Crown Woods Academy, Bexley Road, Eltham. SE9 2PT.
6 - 15 June 2018	<b>Stage 2 meetings</b> These individual meetings will be held between the hours of 1.30pm and 5.30pm. Appellants will receive at least 10 school days' notice of their allocated time.  Stage 2 appeals will be held at one of the Leigh Academies Trust academies.  Decision letters will be sent out once all the individual appeal meetings for Leigh Academy Blackheath have taken place. Letters will be sent within 5 school days of the final hearing wherever possible.
Late applicants:	Appeals will be heard within 40 school days of the deadline for lodging appeals where possible, or within 30 school days of the appeal being lodged.
In-Year Appeals	Will be heard within 30 school days of the appeal being lodged.